CIEPEC 2015

CIEPEC 2015
中国国际环保展

The 14th China International Environmental Protection Exhibition and Conference

EXHIBITOR MANUAL

Organizer: China Association of Environmental Protection Industry

Date: June 9-12, 2015

Venue: China International Exhibition Center, Beijing

CIEPEC 2015

The 14th China International Environmental Protection Exhibition and Conference

EXHIBITOR MANUAL

Brief Introduction of CIEPEC 2015

China International Environmental Protection Exhibition & Conference (CIEPEC), sponsored by the Ministry of Environmental Protection, P.R.C. (MEP) and exclusively organized by China Association of Environmental Protection Industry (CAEPI) biennially, is the most prestigious environmental show in China as well as the world's famous event for environmental technologies, products and services.

With 29 years of continuing efforts, CIEPEC has been playing an important role in assisting the government to pursue environmental strategies, policies, investment plans and to guide market development. Besides a great number of top domestic enterprises, a large number of exhibitors from North America, Europe, Japan, Korea and Southeast Asian countries and regions participated in CIEPEC. CIEPEC has been regarded as the best platform to exchange cutting-edge environmental innovations, explore business development opportunities and obtain first-hand information on China's environmental market.

Welcome to CIEPEC 2015 on June 9-12, 2015 in China International Exhibition Center (CIEC) in Beijing to show your advanced products and technologies.

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1) General Information

Contact

Organizer:

China Association of Environmental Protection Industry (CAEPI)
Add: Building A-4, Kouzhongbeili, Xicheng District, Beijing, P.R. China, 100037
Tel: +86 10 51555020, 51555021
Fax: +86 10 51555025
Contact Persons: Ms. Yang Yan, Ms. Zhang Yeling, Mr. Du Lei
URL: www.chinaenvironment.org
E-mail: ciepec@163.net

Official contractor:

Beijing Perfect Creative International Builders Resourses Co, Ltd.
Add: No.4 Jing'an Xijie, Chaoyang District, Beijing, 100028
Tel: +86 10 84551155
Fax: +86 10 64625934
Contact: Li Chengyang +86 13810682026, +86 10 84551155 ext.810
Pan Xue +86 13801016220, +86 10 84551155 ext.806
Becky Wang +86 15910240828, +86 10 84551155 ext.862 (for English)
URL: www.pbr.net.cn

Official forwarder:

Zhongheng Express (Beijing) International Logistics Co. Ltd.
Add: Room 1010, Qiancun Business Center Anzhen Xili, Chaoyang District,
Beijing 100029, P. R. China
Tel: +86 10 64430847/49
Fax: +86 10 64430846
E-mail: dumi@vip.sina.com
Contact Person: Ms. Xu Dongyun

Show Schedule - Move In, Show Period and Move Out

7th Jun.	08:30-17:00	Move-in for Raw space Exhibitors and overtime will be charged.
8th Jun.	08:30-21:00	Move-in for Exhibitors and overtime will be charged.
9th Jun.	09:30-10:30	Opening Ceremony and VIP tour.
9th – 11th Jun.	09:00-16:30	Show open.
12th Jun.	09:00-12:00	Show open
	12:00-21:00	Move-out for Exhibitors and overtime will be charged.

Note: Exhibitors are allowed to enter the exhibition halls half an hour before the show opens.

Exhibition Rules & Regulations

Governing Laws

Exhibitors are required to observe and comply with all the laws of P.R. China.

General Regulations

1. The exhibitors' display will be managed in strict compliance with all CIEPEC 2015 conditions. The organizer reserve the right to reject, or prohibit any exhibit in whole or in part.
2. Smoking is prohibited at all time inside the exhibition halls.
3. Fire fighting and emergency equipment shall not be blocked or obstructed.
4. No materials are permitted to obstruct the passages in the exhibition hall.
5. On-site retail is not allowed.
6. Exhibitors must observe that the noise levels from a demonstration or sound system is kept to a minimum and does not disturb other exhibitors.

Booths and Exhibits

1. Please address any questions regarding booth construction regulations to Beijing Perfect Creative International Builders Resourses Co, Ltd. (PBR)
2. The exhibitor will either repair or compensate the organizer for any facilities damages or injuries caused by improper construction work.
3. No nailing, drilling, painting or foambased tape can be applied to walls of shell scheme booths.
4. The use of electric saws or spray paint is prohibited inside the exhibition hall.
5. No objects may be hung from the ceiling or pipes. Height limit for booth and exhibits are 5 M.
6. Posters or other promotional materials may be posted only within the exhibitor's booth and are prohibited on walls or pillars of the exhibition hall.
7. All exhibitors and contractors cannot connect their electrical fixtures directly to the electric power main in the hall. Connection to power main could only be done by official contractor appointed by the organizer. The official contractor has the responsibility and authority to inspect the electrical installation of all the booths for non-compliance to security regulations. The organizer reserve the right to reject the participation of exhibitor on violation of security regulations.
8. No display should to be dismantled prior to the move-out schedule.
9. Property release passes is necessary for all items carried into and out of the exhibition hall. Release passes can be obtain from the registration counter at the hall entrance.

Fire and Safety regulations

1. No burning or smoking is allowed in the exhibition hall.
2. Any flammable and explosive material being brought into the exhibition hall should be applied to and approved by the security department beforehand.
3. The organizer may, upon instruction from the security authority, issue additional guidelines.

Penalties for violation of the above:

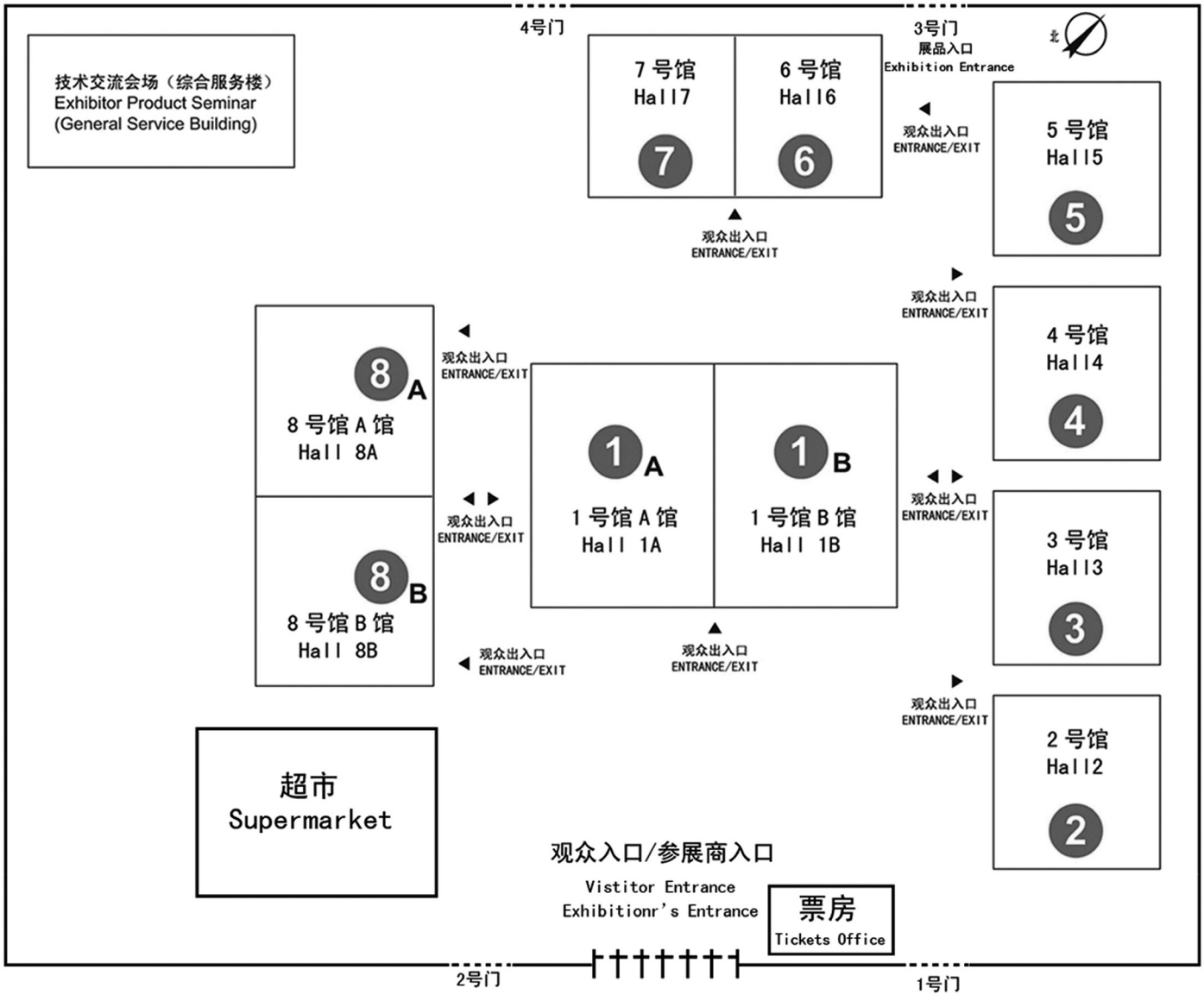
1. Electricity and water will be cut-off at the exhibitor's booth.
2. The exhibitor will not be allowed to participate in the exhibition.

Security, Liability and Insurance

1. General security service will be provided, but it is important for all the exhibitors to take utmost care of their exhibits and belongings from theft or damage.
2. The organizer and appointed service providers are not liable for any loss or damage items of the exhibitors in transit or in station during the exhibition.
3. It is the responsibility of the exhibitor to insure his exhibits, display, and stand against theft and damage by fire and water, both during transit as well as for the duration of the exhibition.

第十四届中国国际环保展览会

The 14th China International Environmental Protection Exhibition and Conference (CIEPEC 2015)

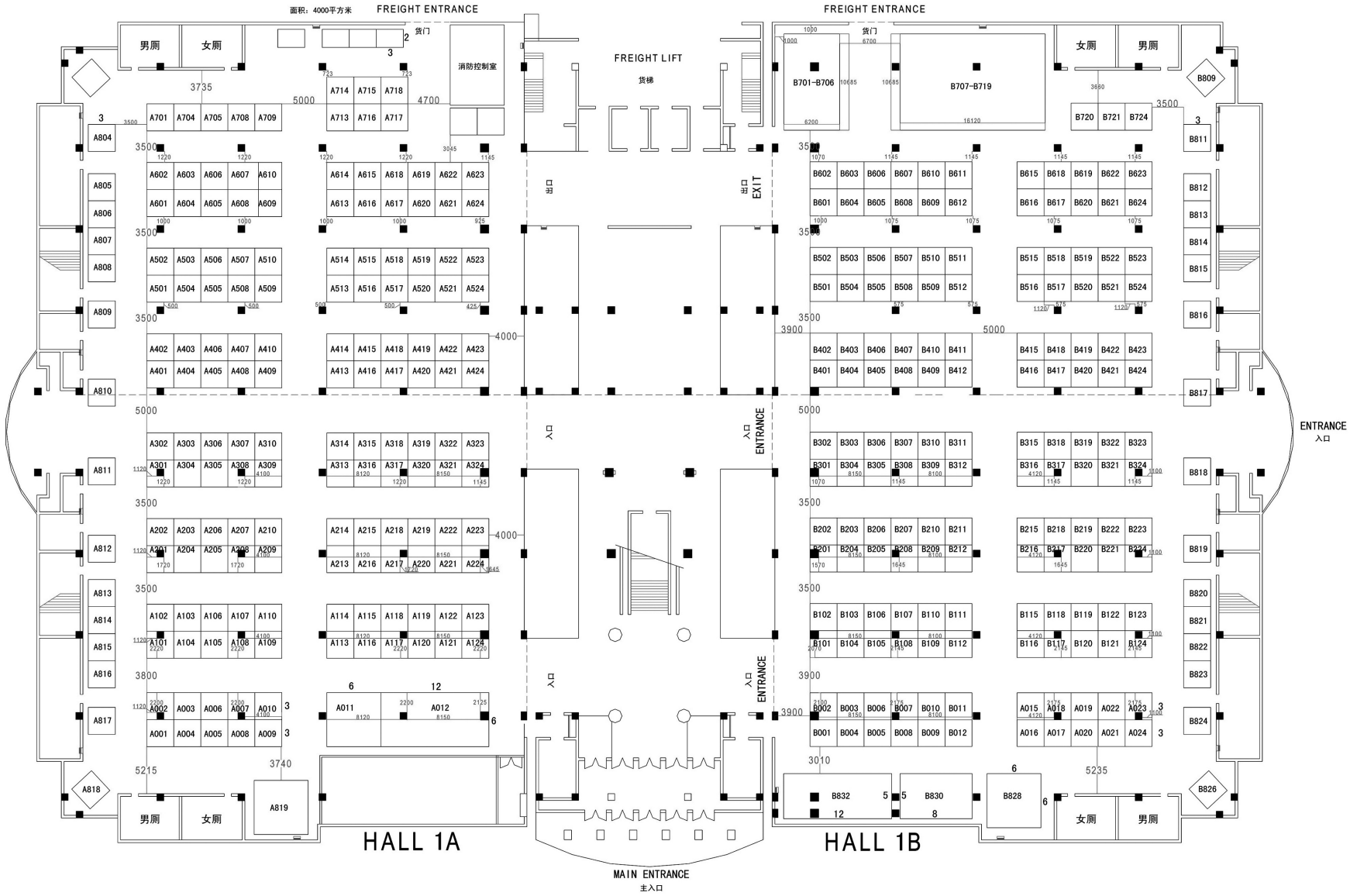


第十四届中国国际环保展览会

The 14th China International Environmental Protection Exhibition and Conference (CIEPEC 2015)

■ PILLAR 780X780
POWER BOX
FIRE HOSE

TECHNICAL SPECIFICATIONS	
FLOOR LOADING:	5,000kg/SQM
CEILING HEIGHT:	5m 4.5m
BOOTH CONSTUCTION LIMITED:	
FREIGHT ENTRANCE:	4.4m(W) * 4.4m(H)



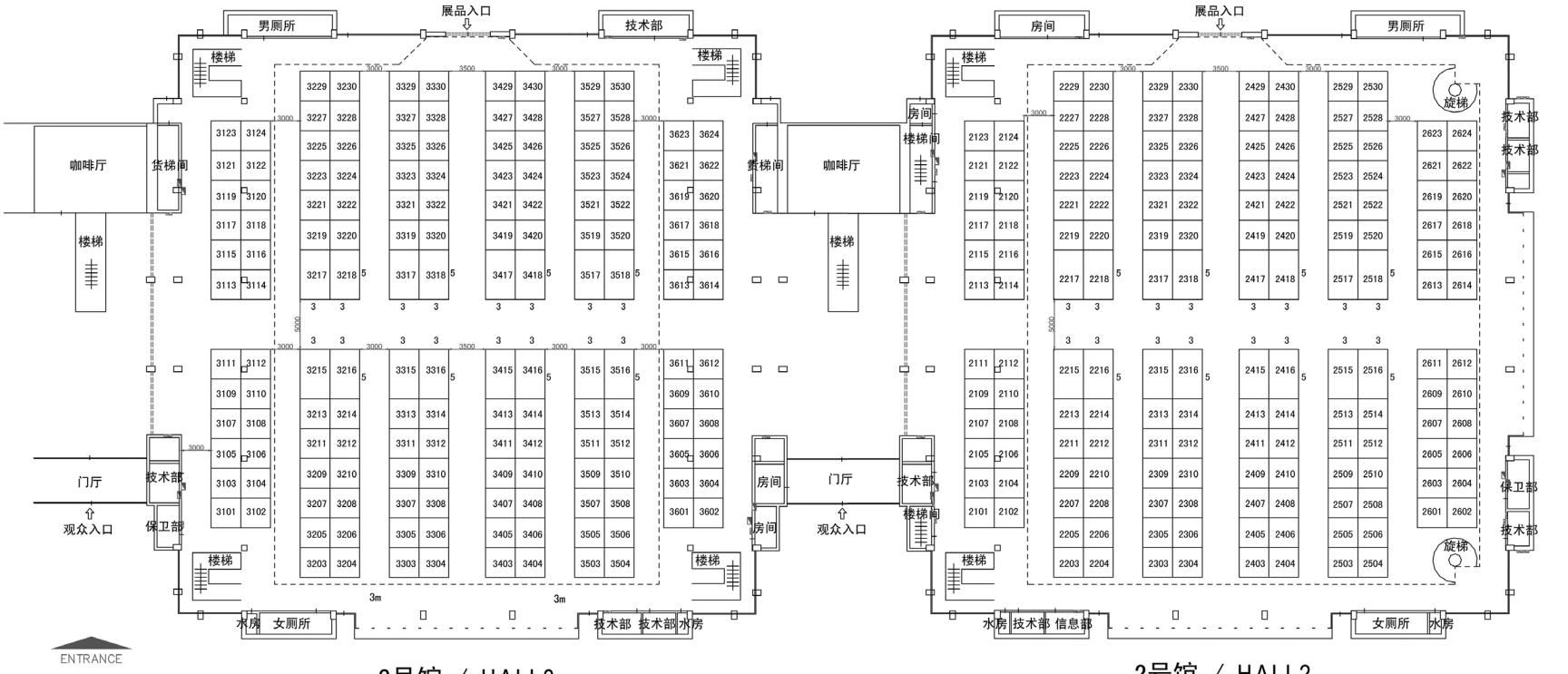
CIEPEC 2015
June 9-12, 2015
CIEC, Beijing

第十四届中国国际环保展览会

The 14th China International Environmental Protection Exhibition and Conference (CIEPEC 2015)

柱子 PILLAR 550X550
消防栓 FIRE HOSE
动力盘 POWER BOX
门 Door

TECHNICAL SPECIFICATIONS
FLOOR LOADING: 5000kg/70M²
CEILING HEIGHT: 6m 2.8m
BOOTH CONSTUCTION LIMITED:
FREIGHT ENTRANCE: 4.4m(W) * 4.4m(H)

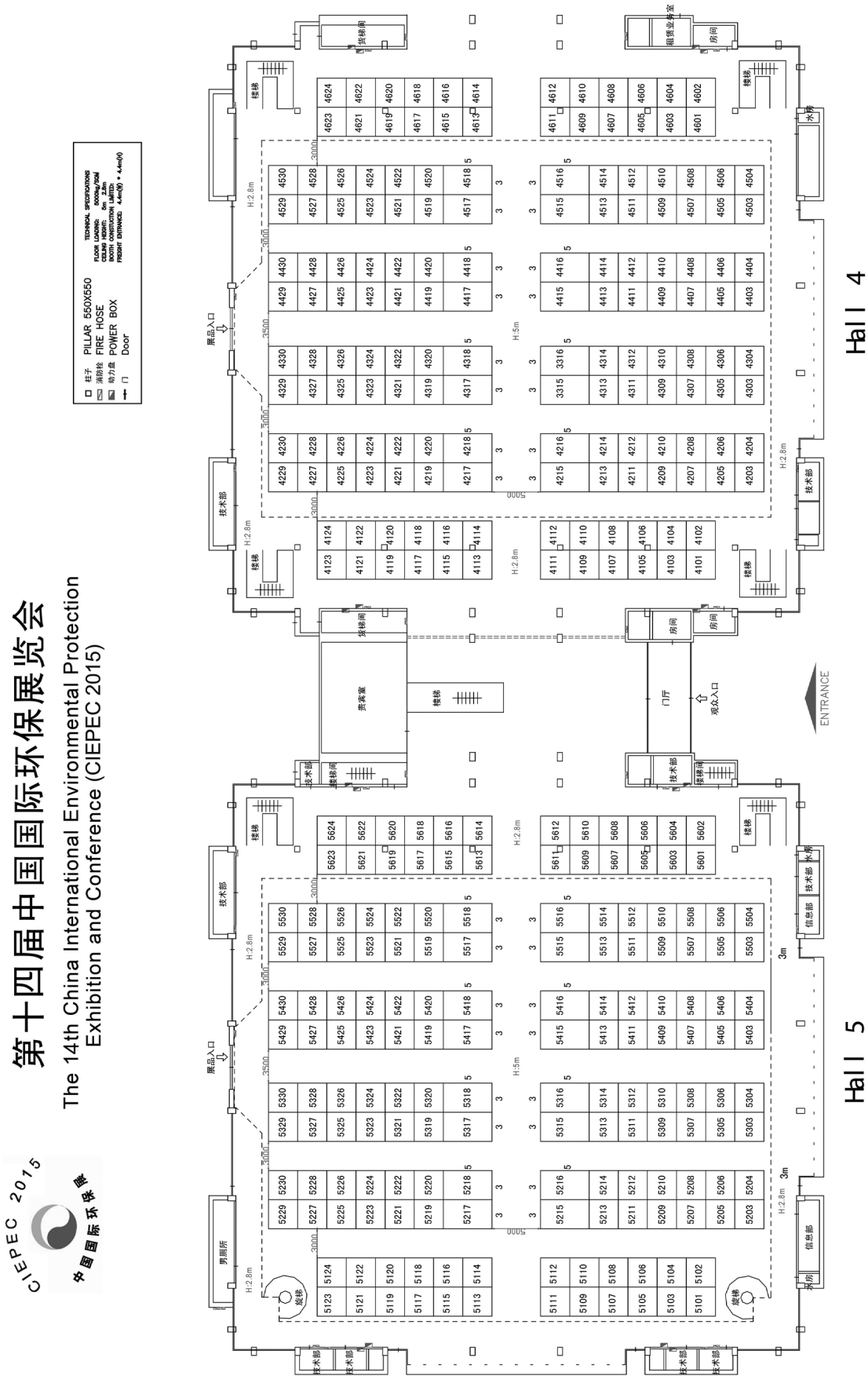


3号馆 / HALL3

2号馆 / HALL2

第十四届中国国际环保展览会

The 14th China International Environmental Protection Exhibition and Conference (CIEPEC 2015)



2) Service Application Form

Invitation Letter for VISA Application

THE ORGANIZER, CAEPI, WILL PROVIDE THE INVITATION FOR VISA TO THE EXHIBITORS
PLS FILL IN THE FORM BELOW AND FAX OR E-MAIL TO CAEPI BEFORE April 20th

Please print clearly in BLOCK letters of typewrite.
In case you need to apply for more than one person, please copy this form.
Please keep a copy of this form for your records.

Mr./Mrs./Ms.	Family Name	First Name	
Nationality		Date of Birth	
Job Title/Occupation		Passport No.	
Date of entry to P. R. China		Date of departure from P. R. China	
Company Name			
E-mail			
Get visa from (city)			

Note:
We cannot guarantee provision of invitation letter for application received after April 20th, 2015.

Please PRINT in block letter.

Authorized By: _____ Booth No.: _____
Name: _____ Position: _____
Company: _____
Address: _____
_____
Tel: _____ Fax: _____
Email: _____
Signature: _____ Date: _____

Please return the copy to :

China Association of Environmental Protection Industry(CAEPI)
Building A-4, Kouzhongbeili, Xicheng District, Beijing, P.R. China, 100037
Tel: 86 10 5155 5020, 5155 5021
Fax: 86 10 5155 5025
E-mail: ciepec@163.net
Contact Persons:
Ms. Yang Yan, Ms. Zhang Yeling
Mr. Du Lei

Please make a copy for your record

Exhibitor Badges Registration

EXHIBITORS ARE REQUESTED TO INFORM THEIR APPOINTED CONTRACTOR TO APPLY FOR CONTRACTOR BADGES FROM THE SECURITY DEPARTMENT OF CIEC BEFORE THEIR WORKERS COMMENCE WORK ON-SITE. ALL CONTRACTOR BADGES ARE SUBJECTED TO CHARGE. CONTRACTOR BADGES WILL BE IN EFFECT DURING THE MOVE-IN AND MOVE-OUT ONLY.

Exhibitor badges will be issued to exhibitors at the registration counter at the entrance of the exhibition halls during move-in period.

For security reasons, please provide the details of all personnel from your company, co-exhibiting companies and official agents/ representatives who will be on site during the exhibition.

Please note that we will issue badges to your associated companies only if you have registered them with us.

Company Name	Name of Personnel	Job Title
	Mr. / Mrs. / Ms.	
	Mr. / Mrs. / Ms.	
	Mr. / Mrs. / Ms.	
	Mr. / Mrs. / Ms.	
	Mr. / Mrs. / Ms.	
	Mr. / Mrs. / Ms.	
	Mr. / Mrs. / Ms.	
	Mr. / Mrs. / Ms.	

Note: For each 9sqm booth, you could apply four pieces of Exhibitor Badges.
We can not guarantee the provision of badges for application received after April 20th, 2015.

Please PRINT in block letter.

Authorized By: _____ Booth No.: _____

Name: _____ Position: _____

Company: _____

Address: _____

_____

Tel: _____ Fax: _____

Email: _____

Signature: _____ Date: _____

Please return the copy to :

China Association of Environmental Protection Industry(CAEPI)
Building A-4, Kouzhongbeili, Xicheng District, Beijing, P.R. China, 100037
Tel: 86 10 5155 5020, 5155 5021
Fax: 86 10 5155 5025
E-mail: ciepec@163.net
Contact Persons:
Ms. Yang Yan, Ms. Zhang Yeling
Mr. Du Lei

Please make a copy for your record

唯美 PBR

尽善尽美

Do the Perfect Things Perfectly

EXHIBITIONS MUSEUM
EVENTS MULTIMEDIA

北京唯美创意国际展览服务有限公司成立于1995年3月，公司总部位于北京，分别在香港、上海设有分公司。公司成立十四年来不断完善管理体制，加强自身建设，先后成为多个大型展览会主场承建商。公司同时也大力开发特装业务，这些年来多次参与国家级展览会综合馆设计制作。唯美公司“尽善尽美”的理念是多年来服务好每一个展会的宗旨。

Beijing Perfect Creative International Builders Resources Co.,Ltd was established in March, 1995, with the head office located in Beijing, and two branches separately in Hongkong and Shanghai. With consistent efforts of enhancement in management, we successfully assumed as the official contractor for various large-scale exhibitions. At the same time, we take great efforts in developing special booths bussiness, taking part in the design and manufacture of general exhibition halls in many national-level exhibitions. The idea of Perfect is the aim of our company in services for every exhibition.

北京唯美创意国际展览服务有限公司

BEIJING PERFECT CREATIVE INTERNATIONAL BUILDERS RESOURCES CO.,LTD.

北京唯美
总机：86-10-64625933，84551155　传真：86-10-64625934
地址：北京市朝阳区静安西街4号楼　邮政编码：100028
E-Mail:office@pbr.net.cn
网址：www.pbr.net.cn

上海唯美
总机：86-21-62093062　传真：86-21-62093063
地址：上海市普陀区常德路1211号宝华大厦4楼407室　邮编200060
E-Mail:sh_pbr@163.com
网址：www.pbr.net.cn

3) Stand Construction

CIEPEC 2015 Official Contractor Service Manual

According to the requirements of CIEC, the official organizer appointed the Beijing Perfect Creative International Builders Resources Co., Ltd. (PBR) as the official contractor of CIEPEC 2015. Please submit the following forms to PBR.

Beijing Perfect Creative International Builders Resources Co., Ltd.

Address：Building 4 Jing An Xijie, Chao Yang District, Beijing, 100028, China
Tel：+86-10-84551155 Fax：+86-10-64625934
Contact Person: Li Chengyang 13810682026 Pan Xue 13801016220
Becky Wang 15910240828 (for English)
Web：www.pbr.net.cn

- **Shell Scheme Booth & Furniture Rental**

Contact Person (for English): Becky Wang 15910240828 E-mail：becky.wang@pbr.net.cn
Tel：+86-10-84551155 ext.862 Fax：+86-10-64625934

- **Water & Compressed Air and Electrical Application**

Contact Person (for English): Becky Wang 15910240828 E-mail：becky.wang@pbr.net.cn
Tel：+86-10-84551155 ext.862 Fax：+86-10-64625934

Account information (USD&RMB)：

COMPANY NAME:	Beijing Perfect Creative International Builders Resources Co., Ltd.
A/C NUMBER:	01091081800120109040136
BANK NAME:	Beijing Bank Bei Yuan Lu Branch
BANK NUMBER:	1081
BANK ADDRESS:	G/F Block B, OULU Mansion, No. 172 Beiyuan Lu, Chaoyang District, Beijing 100101, PRC
SWIFT CODE:	BJCNCNBJ

Over time service

Cost for Overtime working		
Time	Unit	Price(RMB)
17：00 – 24：00	1 hour/booth	2,500.00/hour
00：00 – 08：30	1 hour/booth	5,000.00/hour

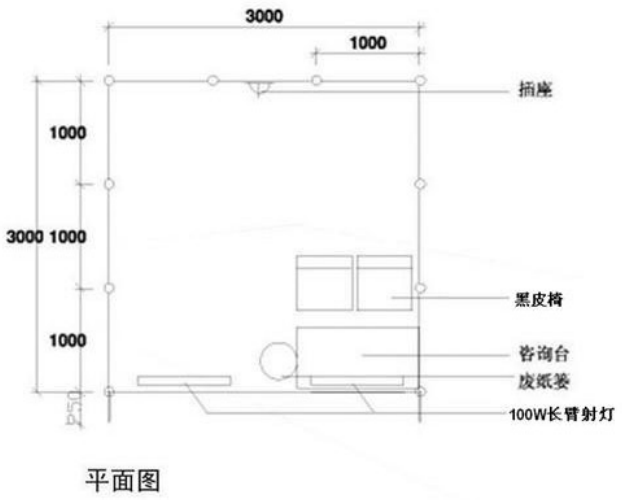
Note：
Onsite application for overtime must be made to official contractor before 15:00 on the same day. The above price doesn't includes the security fee, the exhibitor should pay for the security fee according to the onsite condition.

Contact Person: Pan Xue 13801016220

Shell Scheme Stand Package

A standard booth of 9 sqm will be built to the following specifications.

a. Back and side walls with panels framed in white aluminum support at a height of 2,500mm
b. Fascia with company name (in English and Chinese) and booth number
c. Booth area with carpet
d. 1 information counter (1000mm/L x 500mm/W x 780mm/H)
e. 2 leather chairs
f. 2 long arm spotlights
g. 1 power outlet of 5A/220V (500w)
h. 1 rubbish can



平面图

Standard booth furniture & electrical entitlement by booth size

Item	9sqm	18sqm	27sqm	36sqm
Information counter	1	2	3	4
Black leather chair	2	4	6	8
Rubbish can	1	2	3	4
Long arm spotlight	2	4	6	8
1 power outlet of 5A/220v(500w)	1	2	3	4

NOTE: All items are on rental basis only for the exhibition period.

Fascia Name & Layout for Shell Scheme Booth

Please fill in this form and submit to official constractor

1) Enter below your company name you require on the fascia board of your booth.
2) **The exhibitor's company name should be in Chinese and English.**
3) Please fill in Chinese company name if you have. There is no additional charge if you submit this form before the deadline. Subsequently if any change is requested on site, it will be at the Exhibitor's expense.

Please PRINT your company name in English below. A separate email or fax message is acceptable.
(Don't over 24 characters including blank)

Please PRINT your company name in Chinese below. A separate email or fax message is acceptable.
(Don't over 12 Chinese characters including blank)

- If this form is not received until May 15, 2015, the company name on the Booth Application Form will be used.
- Abbreviations will be used, for example: **"Limited = Ltd."**
- Logo size no bigger than **200x200mm** can be attached to the fascia. Please note that the logo production cost **will be at the Exhibitor's expense.**
- If you want to add the logo on the fascia board, please send a sample together with this form and fax it to the official contractor for a quotation.
- **Please return by email or fax:**

  Contact: Ms. Becky Wang

  Tel: +86-10-8455-1155 ext 862

  Mobile: +86-15910240828

  E-mail: becky.wang@pbr.net.cn

Name:	Position:	E-mail:
Company Name:	Booth No.:	
Tel:	Fax:	
Signature:	Date:	

Form 2: Furniture Rental Form A (Deadline： May 15, 2015）

Please fill in this form and submit to official contractor, if you need: Form A

No	Item and Size（mm）		Unit Price（RMB）	Qty	Total
1	Folding Chair	470 L*510 W *720H	40		
2	Blue Chair	470 L *470 W *720 H	60		
3	Black Leather Arm Chair	440 L *570 W *720 H	90		
4	Bar Stool		150		
5	Single Sofa	810 L *850 W *750 H	600		
6	Double Sofa	1800 L *850 W *750 H	900		
7	Bar Table	Ø 600 *750 H	150		
8	Glass Round Table	Ø 800*750 H	150		
9	Coffee table	1800 L *450 W *750 H	300		
10	Free Standing Coat Hanger	530 L *1700 H	160		
11	Wheeled Coat Hanger	530 L *1700 H	180		
12	Literature Rack	420 L *300 W *1400 H	150		
13	Belt Barricade	1000 L	150		
14	Wastepaper Basket	250 L *180 W *270 H	20		
15	Potted Plant		100/one		
16	Information Counter	1000 L *500 W *760 H	150		
17	Lockable Cupboard	1000 L *500 W *760 H	200		
18	Tall Showcase	500 L *500 W *760 H	180		
			Subtotal		

Note:

- All the Audio Equipment will be supplied from 12:00 p.m on Jun 8, 2015.
- All the Audio Equipment will be collected from 14:00 p.m on Jun 12, 2015.
- Exhibitor has to safekeep the furniture and equipments rented from Official Contractor and should take full responsibility for any damages.

Importance：

1. Total Amount due must be made payable to Official Contractor via bank transfer (Exhibitor needs to bear any bank handling charge). Order will only be delivered upon receipt of full payment.
2. Orders received on and after May 15, 2015 will be subject to availability and a late surcharge of 30% will be levied. Orders received onsite will be subject to availability and a late surcharge of 50% will be levied.

Name:	Position:	E-mail:
Company Name:	Booth No.:	
Tel:	Fax:	
Signature:	Date:	

Form 2: Furniture Rental Form B (Deadline： May 15, 2015）

Please fill in this form and submit to official contractor, if you need: Form B

No	Item and Size（mm）		Unit Price（RMB）	Qty	Total
19	Low Showcase	500 L *500 W *500 H	120		
20	Low Glass Showcase	1000 L *500 W *1000 H	460		
21	Tall Glass Showcase	1000 L *500 W *2500 H	800		
22	Wall Panel	1000 L *2500 H	100		
		500 L *2500 H	60		
23	Shelf, Flat	1000 L *300 W	60		
24	Shelf, Slope	1000 L *300 W	60		
25	Shelf Rack	1000 L *500 W *2000 H	300		
26	Folding Door	950 L *2000 H	100		
27	Aluminum Lockable Door	950 L *1910 H	150		
28	Refrigerator 90 L (excl. electricity)	550 L *550 W *860 H	500		
29	Refrigerator 45 L (excl. electricity)	500 L *500 W *500 H	400		
30	Water Dispenser	300 L *300W*960 H	300		
31	Fluorescent light	40W	50		
32	Spotlight	100W	50		
			Subtotal		

Note:

- All the Audio Equipment will be supplied from 12:00 p.m on Jun 8, 2015.
- All the Audio Equipment will be collected from 14:00 p.m on Jun 12, 2015.
- Exhibitor has to safekeep the furniture and equipments rented from Official Contractor and should take full responsibility for any damages.

Importance：

1. Total Amount due must be made payable to Official Contractor via bank transfer (Exhibitor needs to bear any bank handling charge). Order will only be delivered upon receipt of full payment.
2. Orders received on and after May 15, 2015 will be subject to availability and a late surcharge of 30% will be levied. Orders received onsite will be subject to availability and a late surcharge of 50% will be levied.

Name:	Position:	E-mail:
Company Name:	Booth No.:	
Tel:	Fax:	
Signature:	Date:	

Form 2: Furniture Rental Form C (Deadline： May 15, 2015）

Please fill in this form and submit to official contractor, if you need: Form C

No	Item and Size（mm）		Unit Price（RMB）	Qty	Total
33	Long Arm Spotlight	100W	55		
34	Flood Light	150W	150		
35	Extension Socket		50		
36	Socket	500W	40		
			Subtotal		

Note:

- All the Audio Equipment will be supplied from 12:00 p.m on Jun 8, 2015.
- All the Audio Equipment will be collected from 14:00 p.m on Jun 12, 2015.
- Exhibitor has to safekeep the furniture and equipments rented from Official Contractor and should take full responsibility for any damages.

Importance：

1. Total Amount due must be made payable to Official Contractor via bank transfer (Exhibitor needs to bear any bank handling charge). Order will only be delivered upon receipt of full payment.
2. Orders received on and after May 15, 2015 will be subject to availability and a late surcharge of 30% will be levied. Orders received onsite will be subject to availability and a late surcharge of 50% will be levied.

- **Please return by email or fax:**
  Contact: Ms. Becky Wang
  Tel: +86-10-8455-1155 ext 862
  Mobile: +86-15910240828
  E-mail: becky.wang@pbr.net.cn

Name:	Position:	E-mail:
Company Name:	Booth No.:	
Tel:	Fax:	
Signature:	Date:	

Sample Pictures

Note:

- All the Audio Equipment will be supplied from 12:00 p.m on Jun 8, 2015.
- All the Audio Equipment will be collected from 14:00 p.m on Jun 12, 2015.
- Exhibitor has to safekeep the furniture and equipments rented from Official Contractor and should take full responsibility for any damages.

Sample Pictures

Note:

- All the Audio Equipment will be supplied from 12:00 p.m on Jun 8, 2015.
- All the Audio Equipment will be collected from 14:00 p.m on Jun 12, 2015.
- Exhibitor has to safekeep the furniture and equipments rented from Official Contractor and should take full responsibility for any damages.

Sample Pictures

Note:

- All the Audio Equipment will be supplied from 12:00 p.m on Jun 8, 2015.
- All the Audio Equipment will be collected from 14:00 p.m on Jun 12, 2015.
- Exhibitor has to safekeep the furniture and equipments rented from Official Contractor and should take full responsibility for any damages.

Form 3: Indispensable Procedures For Raw Space Construction

Documentations required as below（★Stamp with Official Seal）：

No.	Name of Documentation	Note
1	Qualification of Contractor （Register Capital up to RMB 500,000）	Copy of Business License，Certification of Construction Performance，Legal Person Trust Deeds★
2	Application of Raw Space Construction	Form 4、5
3	Letter of Commitment for Raw Space Construction （For exhibitor）	Form 6 （Original Copy only）★
4	Declaration of Safety and Security （For exhibitor）	Form 7★
5	The Agreement on the Safety Responsibilities in the contractor of the Special Booths (For contractor)	Form 8 ★
6	Water & Compressed Air and Electrical Application	Form 9、10
7	Telephone Lines & Internet Access Application	Form 11
8	Blueprint	2 copies of color copy and 1 copy by disc
	Electrical Plan	Please indicate number of lightings ,location of the lightings and power
	Front View, Side View	Detail dimension required
	Full-colored Perspective View	Detail dimension and colored design sketch required
9	Worker Badge Application	Form 12
10	Confirmation Form for Returning the Deposit	Form 13
11	The Rules of Construction Damage Punishment (For contractor)	Form 14

Note:

1. The local contractors (Beijing area) needs to submit the forms and copy of blueprint to the office of official contractor, other contractors (non Beijing area ,including foreign contractor) need to submit the forms by e-mail)
2. Please submit all the needed forms and copy of blueprint before the deadline (May 15, 2015).
3. The official contractor will send an order list (or invoice) after received exhibitor's or contractor's order.
4. The official contractor will examine the booth plan offered by contractor.
5. The contractor needs to sign on the order list or invoice, and send it back to official contractor. Please send the bank payment proof to official contractor.
6. The official contractor will inform contractors to take the original invoices by SMS or email.
7. How to return the deposit (1) Fill Form 13 (2) When you clean up your booth area on the closing day of the exhibition, the official contractor will check the booth. (3) Please return all the worker badges to the official contactor. We will sign on your Form 13, after you returned the worker badge and confirming your booth area is clean.
8. The official contractor will return the deposit on July 13-14, 2015.
   The exhibitor should inform your contractor to submit the needed forms and pay for them before the deadline,
   Otherwise a late surcharge 30%-50% will be levied.

Contact Person: Pan Xue
Tel: +86-10-84551155 ext.806
E-mail: panxue0313@foxmail.com
Becky Wang (for English)
Tel: +86-10-84551155 ext.806
E-mail: becky.wang@pbr.net.cn

Form 4: Relevant Charge for Raw Space Contractor (Deadline： May 15, 2015）

Item and Description	Unit	Unit Price (RMB)	Quantity	Total
Hall Management Fee	sqm	35.00/sqm		
Worker Badge	Per capita	40.00/pic		
Worker Badge Deposit	Per capita	40.00/pic		
Move-in Car Pass	Per car / 2 hr	70.00/pic		
Rubbish Disposal Fee	sqm	3.00/pic		
Deposit	Per 100 M^2	RMB20000.00		

Importance：

1. Total Amount due must be made payable to Official Contractor via bank transfer (Exhibitor needs to bear any bank handling charge). Order will only be delivered upon receipt of full payment.
2. Orders received on and after May 15, 2015 will be subject to availability and a late surcharge of 30% will be levied. Orders received onsite will be subject to availability and a late surcharge of 50% will be levied.

■ **Please return by email or fax:**

Contact: Ms. Becky Wang
Tel: +86-10-8455-1155 ext 862
Mobile: +86-15910240828
E-mail: becky.wang@pbr.net.cn

Name:	Position:	E-mail:
Company Name:	Booth No.:	
Tel:	Fax:	
Signature:	Date:	

Form 5: Application of Raw Space Construction (For raw-space contractor, Deadline: May 15, 2015)

Booth No.				
Exhibition	**CIEPEC 2015**			
* Exhibitor		Tel		
* Contractor		Tel		
Venue	Hall No.	Booth No.		
Move-in date	– Jun, 2015			
Move-out date	– Jun, 2015			
Workers	Electrician: Woodworker: other skilled:			
	Total:			
* Construction Area	M^2	* Size	L:	W:
Onsite Safety Manager	Name:	Mobile:		
Structure Designer	Name:	Mobile:		
* Quantity of Hanging Spots	(Per spot / 50KG)			
Materials				
* Electricity (KW)				
Applicant		Tel		
Remark from the Official Contractor				
Note				

1.The items marked * must be filled in truthfully, and contractor must be responsible for its inaccurate information.
2. Please attach the copies of Worker's ID card, certification of Electrician and other technician behind this form.
3. Please attach the Legal Person Trust Deeds of contractor behind this form (stamp with official seal).
4. Please attach the copy of Business license behind this form (stamp with official seal).

■ **Please return by email or fax:**

Contact: Ms. Becky Wang Tel: +86-10-8455-1155 ext 862
Mobile: +86-15910240828 E-mail: becky.wang@pbr.net.cn

Name:	Position:	E-mail:
Company Name:	Booth No.:	
Tel:	Fax:	
Signature:	Date:	

Form 6: Letter of Commitment for Raw Space Construction

(Raw-space exhibitor have to submit the original copy, Deadline: May 15, 2015)

Exhibitor:_____Booth No.: _____

We are exhibitor of the CIEPEC 2015. We hereby would like to inform that_____ (contractor name) as our appointed contractor. Our booth is of size (sqm), i.e._____m long by_____m wide. We would like to certify the followings:

i. The contractor is examined to be the ONLY builder of our booth. The one we appointed is a qualified booth builder.

ii. We have a legally bidding contract with the appointed contractor and to ensure that the stand is built safety.

iii. We have read and fully understand the rules and regulations set by the organizer and the exhibition center. We have notified our contractor to ensure a secure building during the setup period.

iv. We will coordinate on the supervision of the booth with the official contractor appointed by the organizer. In case of violation of the exhibition center' s construction safety management regulation; the organizer shall reserve the right to take punishment.

v. We will supervise the contractor. In case of the contractor's violation of the exhibition center's construction safety management regulation, the organizer reserves the right to seek compensation from our company and our appointed contractor if such damage and/or injury happens.

Company Name (stamp):

Signature:

Date:(MM/DD/YY)

Form 7: Declaration of Safety and Security (For exhibitor, Deadline: May 15, 2015)

i. We have read and fully understand the agreement on the safety responsibilities and ensure that we will observe strictly the rules and regulations from the organizer, the official contractor and the CIEC.

ii. We promise to choose a qualified contractor and strictly observe the rules and regulations on management.

iii. We will submit to Official Contractor the blueprint (including detailed dimension, width and height, booth No. and the exhibitor' s company name) and submit the effect drawing of the booth for TSP as a record, if the design is not up to the requirement, the official contractor reserves the right to claim a change of the design.

iv. We will submit to Official Contractor the blueprint, including effect drawing, plan view drawing, elevation drawing, circuit diagram, distribution box position drawing, execution detailed structure drawing (all the drawings with size of length and width, dimension of the structure materials, booth No, and exhibitor' s name) before May 15, 2015. Multi-storey booth and outdoor booth need detailed structure drawing (with stamp of national Grade one registered structure engineer and a stamp from accordant construction design institute) and structure examine report, copy of builder' s cooperate commitment (with common seal). Return receipt of the agreement on the safety responsibilities (with exhibitor' s signature) and copy of the special operation.

v. The builder takes responsibilities for all the safety accidents due to violation of the construction management regulation, as well as economic losses for the organizer, official service department and the exhibition center.

Company Name (stamp):

Signature:

Date:(MM/DD/YY)

Form 8: The Agreement on the Safety Responsibilities in the Construction of the Special Booths in CIEC (For raw-space contractor, Deadline: May 15, 2015)

(i) The builders shall strictly abide by the" Safety Regulations on Large-scale Social Activities in Beijing", "Interim Fire Safety Regulations on Exhibitions, and Trade Shows in Beijing", "Regulations in the Construction of Exhibition Facilities in China International Exhibition Center", "The Detailed Implementation Rules in the Construction of Exhibition Facilities in China International Exhibition Center", "The Rules in the Use of Water, Electricity and Compressed Air in China International Exhibition Center", "The Penalty Rules in the Construction of Exhibition Facilities in China International Exhibition Center", "The Environmental Requirements in the Construction of Exhibition Facilities in China International Exhibition Center" and other relevant rules and regulations, and put all their activities under the construction management and supervision and inspection of the relevant departments of China International Exhibition Center (hereinafter referred to as CIEC) Group Corporation to ensure the safety of the booths and personnel.

(ii) Before construction the builders shall undergo the procedures of registration of their construction qualifications, construction blueprints for approval, etc. in accordance with the relevant rules and regulations of CIEC Group Corporation, and pay the related fees.

(iii) The builders are responsible for the safety and fire prevention in the construction sites where they should appoint a person in charge of the safety and fire prevention work.

(iv) The booth structure should be firm and safe. Fire-retardant or fire-proof materials should be used in booth construction, and the use of elastic cloth and textile cotton fabrics for decoration is prohibited.

(v) Hanging or binding of the booth structure on the top of the exhibition hall, pillars, the railings of second floor and on the various special pipelines, is prohibited. All the structures should be connected to the main structure of its own booth. Using the grid on the top of the exhibition hall as a tool for hoisting booth structures is strictly prohibited.

(vi) Before the building of two-storey booths or a booth with complex structures and the open-air booths, the construction units are required to provide a detailed plan of the structure of the booth bearing the stamp of approval by certain design institute with relevant qualifications and the stamp of a registered construction engineer at National Level 1 and an audit report. From design to construction the construction units should take full account of Booth security, ensuring that all connections of the booth structures and the overall structure of the booth are firm.

(vii) In the building of two-storey booths, fire extinguishers passed the annual inspection must be prepared.

(viii) Booth structures in the exhibition hall shall not be allowed to block the fire facilities, electrical equipment, emergency exits and visitors´ pathways. Floor structures must be within the scope of the booth where the structure edge should have a gentle slope leading to the public pathway to prevent the gap with the ground causing bodily harm. Construction of booth structures, booths, the whole floor structures and stacking of a variety of goods under the fire shutter doors are prohibited.

Any form of packing or shielding of the exhibition hall column near the fire shutter doors is prohibited to ensure the smooth movement of the fire shutter doors.

(ix) The heights of booths with special equipments should not exceed the limits.

Hall 1: In the first storey the height limit is 4.5 meters, under the ventilation pipes the height limit is 4.3 meters, under the static pressure box near the toilet and under the air inlet the height limit is 3.6 meters, in the middle hall between Hall A and Hall B the height limit is 4 meters; In the second storey and the third storey the height limit is 3.5 meters, under the ventilation pipes the height limit is 3.3 meters, under the static pressure box near the toilet and under the air inlet the height limit is 2.7 meters, in the middle hall between Hall A and Hall B the height limit is 3.2 meters;

Hall 2-Hall 5: the height limit under the eaves of the second storey is 2.8 meters, in the center of the hall the height limit is 5 meters, in the second storey the height limit is 3 meters;

Hall 6-Hall 7: the height limit is 5 meters, under the cross Cable-Stayed shoring at the column near the entrance of the side doors in the hall the height limit is 4.5 meters;

Hall 8: the height limit is 5 meters, in the front hall near the entrance of Hall A and Hall B and under the eaves the height limit is 3.5 meters, under the ventilation pipes the height limit is 4 meters;

Outside booth: the height limit is 4 meters

(x) Wind prevention measures must be taken for the outdoor booths to ensure the toughness, stiffness, firmness and local stability of the booth structures.

(xi) Use tempered glass for decoration and ensure its toughness and thickness (for glass walls, the minimum glass thickness is 8mm). The installations of glass shall be suitable and reliable. When installing glass, put glass pieces into metal frames or fix them with special metal pieces, with elastic materials as cushions between metal and glass for safety. Put obvious warnings on big pieces of glass. Don´ t fix pillars and walls on glass-made floors, fix them on the solid floors under them instead.

(xii) Materials used for building booths shall be in conformity with the standards of materials used for temporary buildings set by the government branch concerned and with the standards of environmental protection. In addition, the materials chosen shall reflect the characteristics of the exhibition.

(xiii) No cigarette smoking in the exhibition hall. No flammable、 explosible materials and no fire during the construction.

(xiv) Booths must be roofed by less than 50% (including 50%) so as not to influence or/and block the fire alarm system.

(xv) Construction workers must show correspondent entrance permission cards and professionals must show correspondent certificates when entering the center for construction.

(xvi) Neon lights must not be used for decoration. Electrical equipments and materials (such as lightings) must have CCC on them and shall be installed and used according to the standards and procedures concerning the use of electricity set by Beijing municipal government. Electrical equipments shall be connected by double insulated cables and the terminals must be kept in insulated boxes without been exposed.

(xvii) XVII. Power is supplied for 24 hours by CIEC, but it is not for unremitting use.

(xviii) XVIII. Builders shall not use the fixed facilities (such as power distribution boxes, water supplies, gas supplies, etc.) in the exhibition hall. Lightings, sockets, switchboards and the like for outdoor use must be water-proof, and electrical equipments for outdoor use must be placed with water-proof measures.

(xix) After the opening of the exhibition, builders shall appoint a staffer /staffers, staying in the hall and maintaining safety thereof.

(xx) After the exhibition, builders shall move all building materials away from the hall and do cleaning necessary with no materials left in the exhibition hall.

(xxi) The department supervising the booth building reserves the right to impose restrictions in special occasions. And the department officials have the right to enter booths for inspection. Builders shall bear al responsibilities for all accidents (including death, fire, damages to the facilities in the hall, etc.) rising from their violations of the above stipulations and compensate CIEC Group Corporation for all economical and nominal losses caused by them.

I have read this agreement carefully and promise to strictly observe the above stipulations.

Company Name : _____

Signature(stamp) : _____ Mobile : _____

Date : _____

Form 9: Water & Compressed Air and Electrical Application (For raw-space contractor, Deadline: May 15, 2015)

Item	Description	Unit Price (RMB)	Quantity	Price (RMB)
Power for lighting only	15A/220V	1240		
	20A/220V	1940		
	30A/220V	2470		
	40A/220V	3880		
	50A/220V	4230		
	60A/220V	5280		
	80A/220V	7400		
	100A/220V	9680		
	120A/220V	11440		
Power for machine only	15A/220V	1600		
	30A/380V	3120		
	60A/380V	5620		
	100A/380V	9570		
	150A/380V	13940		
	200A/380V	20800		
Temp Power Supply	15A/220V	400		
	30A/380V	1600		
24 hours power	15A/220V	2880		
	30A/380V	8000		
Water	Living Water (excluding the installation and material cost)	3520		
			Total:	

Importance:

1. Total Amount due must be made payable to Official Contractor via bank transfer (Exhibitor needs to bear any bank handling charge). Order will only be delivered upon receipt of full payment.
2. Orders received on and after May 15, 2015 will be subject to availability and a late surcharge of 30% will be levied. Orders received onsite will be subject to availability and a late surcharge of 50% will be levied.

■ **Please return by email or fax:**

Contact: Ms. Becky Wang Tel: +86-10-8455-1155 ext 862
Mobile: +86-15910240828 E-mail: becky.wang@pbr.net.cn

Name:	Position:	E-mail:
Company Name:	Booth No.:	
Tel:	Fax:	
Signature:	Date:	

Form 10: Water & Compressed Air and Electrical Application (For raw-space contractor, Deadline: May 15, 2015)

Exhibition's Name	CIEPEC 2015	
Contractor's Name		
Exhibitor's Name		
Type of Exhibitor	☐ Local ☐ International	
Location	Hall No.	
	Booth No.	
Contact	Project Manager	
	Mobile	

Power for Lighting		Power for exhibits	
Item	Quantity	Item	Quantity
15A/220V		15A/220V（Single）	
20A/220V		30A/380V（3-phase）	
30A/220V		60A/380V（3-phase）	
40A/220V		100A/380V（3-phase）	
50A/220V		150A/380V（3-phase）	
60A/220V		200A/380V（3-phase）	
80A/220V			
100A/220V			
120A/220V		300L/Min	
Temporary Power Supply 15A/220V（Single）		600L/Min	
Temporary Power Supply 30A/380V（3-phase）		1000L/Min	
15A/220V/24hr（Single）		Living Water	
30A/380V/24hr（3-phase）			
Applicant		Mobile	

- Water, Compressed Air and Electrical application has to be submited to Official Contractor before the deadline.
- 24-hour power supply shall not be used continuously. Power for lighting and exhibits must be separately supplied. Misused is prohibited.
- Bring the Electrical Distribution Plan and certification of electricians onsite for checking as necessary.
- The compressed air which the exhibition hall offered is the general compressed air with the export pressure of 6-8 kg.
- All connection to the machine is done by the exhibitor at their cost.

■ **Please return by email or fax:**

Contact: Ms. Becky Wang Tel: +86-10-8455-1155 ext 862

Mobile: +86-15910240828 E-mail: becky.wang@pbr.net.cn

Name:	Position:	E-mail:
Company Name:	Booth No.:	
Tel:	Fax:	
Signature:	Date:	

Form 11: Telephone Lines & Internet Access Application (Deadline May 15, 2015)

No.	Item	Unit price (RMB/Point)	Deposit (RMB/Point)	Qty.	Total
1	Local Telephone Line	1120			
2	DDD Line	1120	500		
3	IDD Line	1400	3000		
4	ISDN（with local call only）	2560			
5	256K(4IP)	4800	——		
6	512K(4IP)	8800	——		
7	1M(8IP)	13600	——		
8	2M(16IP)	20000	——		
9	10M(32IP)	48000	——		
10	20M(32IP)	72000	——		
11	50M(64IP)	128000	——		
12	100M(64IP)	192000	——		
13	ADSL（Dynamics IP）1M	8400	500		
14	ADSL（Dynamics IP）2M	11200	500		

Note:

1. Please send this form to official contractor before May 15, 2015.
2. Payment must be made before the move-in. We only accept RMB for additional orders on-site.
3. Telephone charge for DDD and IDD services would be deducted from service deposit.
4. If damage or loss of equipment occurs after the exhibition, exhibitor should pay compensate according to original price.
5. If floor board is used in booth construction, telecommunication service application must be submitted before move-in period starts.
6. For technical support during the exhibition: 010-84600151.

Importance:

1. Total Amount due must be made payable to Official Contractor via bank transfer (Exhibitor needs to bear any bank handling charge). Order will only be delivered upon receipt of full payment.
2. Orders received on and after May 15, 2015 will be subject to availability and a late surcharge of 30% will be levied. Orders received onsite will be subject to availability and a late surcharge of 50% will be levied.

■ **Please return by email or fax:**

Contact: Ms. Becky Wang Tel: +86-10-8455-1155 ext 862
Mobile: +86-15910240828 E-mail: becky.wang@pbr.net.cn

Name:	Position:	E-mail:
Company Name:	Booth No.:	
Tel:	Fax:	
Signature:	Date:	

Form 12: Worker Badge Application
(For raw-space contractor, Deadline May 15, 2015)

Exhibition' s Name: CIEPEC 2015						
Contractor' s Name:						
Exhibitor' s Name:						
Booth No.:						
No.	Name	Age	Gender	Skill	Certification No.	ID No.
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						

■ **Please return by email or fax:**

Contact: Ms. Becky Wang Tel: +86-10-8455-1155 ext 862

Mobile: +86-15910240828 E-mail: becky.wang@pbr.net.cn

Name:	Position:	E-mail:
Company Name:	Booth No.:	
Tel:	Fax:	
Signature:	Date:	

Form 13: Confirmation Form for Returning the Deposit (For raw-space contractor to keep)

Exhibitor' s Name		
Booth No.		
Booth Size		
Contractor' s Name		
Contact Person		
Mobile		
Tel		
Details	Clean	
	Not clean	
	Return	
	deduct expenses	
Signature by PBR		
statement	1. To show this form when take the deposit. 2. It must be signed by PBR after the booth is cleaned up. 3. Once the contractor who contravene the exhibition management rules shall be liable for all the damage caused by booth structure topple down, casualties, fire and etc. during the move in, move out, transit and open days. The official contractor will recoup the deposit and notify in the industry, depending on the seriousness of the case. 4. The official contractor start to return the deposit from July13-14, 2015. 5. The official contractor will return the deposit to non Beijing area contractor through bank transfer. 6. Please fax this from to the official contractor. FAX No:8610-64625934	

Form 14: The rules of construction damage punishment (For raw-space contractor, Deadline: May 15, 2015)

Exhibitor (company name):			
Booth No. :	Contact person:	Tel:	Fax:
Contractor (company name):			
Contact person:	Mobile No.:	Tel:	Fax:

Once the contractor who contravene the exhibition management rules shall be liable for the all the damage caused by booth structure topple down, casualties, fire and etc. during the move in, move out, transit and open days. The official contractor will give the contractor a warning, recoup their deposit and notify in the industry, depending on the seriousness of the case.

In order to guarantee the safety of workers' life and the property of people onsite during the construction, please consciously abide by the rules and regulations of the exhibition, and sign The Agreement on the Safety Responsibilities in the contruction of the Special Booths.

Once the contractors contravene the relevant rules, they will be fined as following:

No.	Items	Forfeit（RMB）
1	Unauthorized power connection without written permission, the contractor need to pay for the cost of power and pay for the forfeit.	5000
2	The use of fire operations in the exhibition hall without written permission, their equipments would be confiscated, and pay for the forfeit.	More than 2000
3	Failing to wear safety helmets during the construction, the contractor will be fined RMB 200 per person.	200/person
4	The contractor or the exhibitor connect the water equipment caused to the leak or the power short circuit and etc. the contractor or the exhibitor need to pay for the damage to the exhibition hall and to pay for the forfeit.	2000~5000
5	If the booth has potential safety risk, the contractor must set the isolation area immediately and fix it, and pay for the forfeit.	2000~10000
6	Any structures which block the fire exits, fire shutter doors, emergency exits, consumer facilities, public access, power distribution equipment and camera must be removed. The contractor need to pay for the forfeit.	2000~5000
7	Any electrical connection violating the electrical installation and construction specifications, without valid credentials, should be stopped immediately, and pay for the forfeit.	2000~5000
8	Using all kinds of combustible textile articles, wooden structure without fire retardant paint, carpet is not inflaming retarding or fire resistant (Level B1), all the unqualified materials should be changed, and pay for the forfeit.	2000~5000
9	Glass is not tempered glass, and not a professional hardware fixed, should be changed and pay for the forfeit.	2000~5000
10	The contractor violating the electrical connection regulations, using prohibited electrical materials (neon, high-temperature tungsten, high-temperature quartz lamp, twist wire, etc.), should stop and pay for the forfeit.	2000~5000

No.	Items	Forfeit（RMB）
11	Painting and other violating the rules of fire safety management in the exhibition hall, should be stopped immediately and pay for the forfeit.	2000~5000
12	Booth construction with flammable and explosive materials (thinner, alcohol, etc.), should be stopped and pay for the forfeit.	2000~5000
13	Using the electric saws, electric planers, electric cutting and etc. violating the rules of the exhibition Hall, should be stopped and pay for the forfeit.	2000~5000
14	Dumping any wastes in the exhibition hall.	2000~5000
15	Not covering the back face of the wall between the two neighboring stands which is higher than the other side.	2000~5000
16	The height of the booth exceed the height limited of the exhibition hall, the contractor should rectify the height of the booth, and pay for the forfeit.	2000~5000
17	Using the roof structures, walls, pillar, doors, windows and all kinds of special pipes of halls to hang, tie up, paste, and etc, during the booth construction. The contractor should remove them, and pay for the forfeit.	More than 2000
18	During move in and move out, if the goods or the stand structure block the aisle, and the contractor doesn' t listen to the dissuasion, should pay for the forfeit.	2000~5000
19	During the show time, put the construction equipment (ladders, scaffolding, etc.) in the gallery (except in their own booth), in addition to compensation for the resulting losses caused to the hall, should pay for the forfeit.	More than 2000
20	During move out, the brutal dismantling, pushing and carrying which make the damage to the floor of the exhibition, should pay for the forfeit.	More than 2000
21	During the move out, the contractor sell the stand structure to the individual and company to back-out, should pay for the forfeit.	2000~5000
22	During move out, the contractor doesn' t clean up the space or acceptance is unqualified, should pay for the forfeit.	2000~5000
23	If the contractor doesn' t coordinate with the management department of the exhibition center and the official contractor, should pay for the forfeit in serious cases.	More than 2000

Note:

1.The above forfeit will be deducted from the deposit.

2.The official contractor have the right to take measure to stop the contractor who violates the rules, refuse to implement the rules after received the warning. The forfeit will be deducted form their deposit.

Contractor (company name):

With official stamp and authorized signature:

Mobile number:

4) Hotel Reservation

Hotel Reservation Guide

Radisson SAS HOTEL ★★★★

6A, East Beisanhuan Road, Beijing 100028, P.R.C.
Tel: +86 10 5922 3388,
Fax: +86 10 5922 3399

Hotel Special Rate

Room Type Single Occupancy / Double Occupancy
Standard Room Rate: ☐ CNY690 ☐ CNY790

- Above rates are only applicable to the booking made through Beijing Century Dragon International Travle Service Co., Ltd. before April 30, 2015. Beijing Century International Travel Service Co., Ltd require a deposit CNY 1000 for each booking
- Above rates are per room per night, inclusive of 15% service charge, and are payable in Chinese CNY by credit card or cash.
- Above rates are includsive of complimentary buffet breakfast and access to the hotel fitness center, pool & sauna. Free internet access

Reservation:
TEL: 400-050-1266
FAX: + 86 10 8532 5227
Email: booking@travelbcdi.com

Guest' s First Name	Guest' s Family Name	Arrival Date	Departure Date

*During the period of the exposition, hotel rooms are selling well, please make the reservation as early as possible.

Beijing Century Dragon International Travel Service Co., Ltd.
Room 4-2-111, Jianwai Diplomatic Residence Compound,
No. 1 Xiushui Street, Chaoyang District, Beijing China 100600
TEL: 400-050-1266
Website: www.travelbcdi.com

北京皇家大饭店
Radisson BLU

CIEPEC 2015

June 09 to 12, 2015, Beijing, China

ACCOMMODATION REQUEST FORM

One of the best locations in town, most convenient access to CIEC within 2mins walking distance

Must be completed and faxed to hotel no later than- Apr 30, 2015

Radisson BLU Hotel Beijing

Sales contact: Elite Wang, Tel: +86 010 5922 3128, E-mail: elite.wang@radissonblu.com

1. Room Reservations:

Guest' s First Name	Guest' s Family Name	Arrival Date	Departure Date

Please tick Your Preferred Room Type & Rate

	Single Occupancy /	Double Occupancy
Standard Room Rates	☐ CNY790	☐ CNY890
Deluxe Room Rates	☐ CNY990	☐ CNY1090
Royal Club Room Rates	☐ CNY1190	☐ CNY1290

- All the room rates are per room per night, inclusive 15% service charge, and are payable in Chinese CNY by credit card or cash.
- All Room Rates include complimentary buffet breakfast and access to the hotel fitness center, pool & sauna, free internet access.
- Royal Club Rooms feature Royal Club lounge access for complimentary Buffet Breakfast, all day coffee/tea, and Evening Cocktails & Hors d' Ouevres.

Special Requests (please circle): Smoking / Non Smoking Double Bed / Twin Bed

All room reservations must be guaranteed for arrival with completed credit card information below.

Please contact hotel for rates & information regarding airport pick up service or Suites request.

Guest Contact Information	Phone	Fax	E-mail

Please leave your full contact information to ensure a written confirmation can reach you.

2. Terms & Conditions

1)Accommodation at these rates is subject to availability.

2)Accommodation requests are not considered as definite bookings until a written hotel confirmation is received by the guest.

3)The deadline for making reservations is May 30, 2015 after which rooms are subject to availability at prevailing rates.

4)Check-in time is 15:00. Room assignment prior to this time is subject to availability. Check-out time is 12:00 noon.

5)Cancellations made more than 30 days prior to arrival can be accepted without penalty; made between 29 and 15 days prior to arrival, will be charged at 50% of entire nights room revenue, made between 14 and 3 days prior to arrival, will be charged at 75% of entire nights room revenue, cancellations made within 2 days or no show will be charged at entire nights room revenue.

I hereby authorize Radisson BLU Hotel Beijing to use my credit card account below for accommodation guarantee in accordance with the Rates, Terms, and Conditions indicated in this document.

CREDIT CARD TYPE		NUMBER		EXPIRE DATE	
CARDHOLDER NAME			SIGNATURE		

北京皇家大饭店
Radisson BLU

Radisson BLU Hotel Beijing
6A, East Beisanhuan Road, Beijing 100028, P.R.C.
Telephone: +86 10 5922 3388, Telefax: +86 10 5922 3399
Radissonblu.com/hotel-Beijing

Hilton
BEIJING
北京希尔顿酒店

CIEPEC 2015

June 09 to 12, 2015, Beijing, China

ACCOMMODATION REQUEST FORM

Please make hotel reservation before 1st June, 2015

Hilton Beijing

Add: 1 Dong Fang RD, North Dongshanhuan RD, Beijing, 100027, China

Phone: +86 010 5865 5000-5222/5223/5224/5225 Fax: +86 010 6465 3051 E-mail: bei.jing@hilton.com

Sales Manager: Christine Xiong Tel: +86 010 5865 5236 Fax: +86 010 6465 3073

Cell: +86 189 1159 1502 E-mail: Christine.xiong@hilton.com

1. Room Reservations:

Guest' s First Name	Guest' s Family Name	Arrival Date	Departure Date

Room Type:

Deluxe Room Rates: ☐ **CNY 1640.00net Weekday Rate** ☐ **CNY 1370.00net Weekend Rate**

Deluxe Plus Room Rates: ☐ **CNY 1850.00net Weekday Rate** ☐ **CNY 1570.00net Weekend Rate**

– Weekdays from Monday to Thursday, Weekend Days from Friday to Sunday.

– Above room rates are per room per night, inclusive of 15% service charge and daily breakfast, and are payable in Chinese CNY by credit card or cash.

– Above room rates are inclusive of in-room high speed internet.

Special Requests (please circle): ☐ Smoking / ☐ Non Smoking ☐ Double Bed / ☐ Twin Bed

2. All room reservations must be guaranteed for arrival with completed credit card information below.

CREDIT CARD TYPE		NUMBER		EXPIRE DATE	
CARDHOLDER NAME			SIGNATURE		

Please contact hotel for rates & information regarding airport pick up service or Suites request.

Airport Pick Up:

Category of Car	Number of Seat	Single Trip Fee
☐ Audi A6	3	CNY 600.00
☐ Buick GL8	7	CNY 800.00

3. Please provide your contact information for your confirmation letter.

Guest Contact Information	**Phone**	**Fax**	**E-mail**

Please leave your full contact information to ensure a written confirmation can reach you.

4. Terms & Conditions

1)Accommodation at these rates is subject to availability.

2)Accommodation requests are not considered as definite bookings until a written hotel confirmation is received by the guest.

3)The deadline for making reservations is 1st June, 2015 **after which rooms are subject to availability at prevailing rates.**

4)Check-in time is 14:00. Room assignment prior to this time is subject to availability. Check-out time is 12:00 noon.

5. Cancellation

Cancel before 1st May	A liquidated damages fee equal to 0% of the total anticipated revenue of the reductions
Cancel after 15th May	A liquidated damages fee equal to 50% of the total anticipated revenue of the reductions
Cancel after 1st June	A liquidated damages fee equal to 100% of the total anticipated revenue of the reductions

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5) Freight Forwarding Information

The 14th China International Environmental Protection Exhibition and Conference

June 9 - 12, 2015

China International Exhibition Center

Shipping Guidelines

A Letter to Exhibitors

Shipping Guidelines

Filling Form A

Freight Tariff

Zhongheng Express (Beijing) International Logistics Co., Ltd

A LETTER TO THE EXHIBITORS CONCERNED

The fair organizer has appointed Zhongheng Express (Beijing) International Logistics Co., Ltd. as the official freight forwarder entitled to be responsible for going through all Customs formalities and handling the exhibition goods after arrival in the Entry Terminals nearest to the exhibition venue.

To comply with this and better site management, all forwarding arrangements within the exhibition hall are to be exclusively handled by Zhongheng Express (Beijing) International Logistics Co., Ltd.

Exhibitors are therefore requested to consult with Zhongheng Express (Beijing) International Logistics Co., Ltd. for any matter forwarding of exhibition goods and on-site coordination.

Exhibitors are kindly requested to contact all the esquires to the attention of Zhongheng Express (Beijing) International Logistics Co., Ltd.

Zhongheng Express (Beijing) International Logistics Co., Ltd.
Room 1010, Qiancun Business Center Anzhen Xili,
Chaoyang District, Beijing 100029, P. R. China
Tel: (8610) 64430847/49
Fax: (8610) 64430846
E-mail: dumi@vip.sina.com
CTC: Ms. Xu Dong Yun

Wishing You Every Success in the Exhibition.

Wendy Wang
Zhongheng Express (Beijing) International Logistics Co., Ltd.

TIME SCHEDULE

All exhibits forwarded by sea or air should arrive the Entry Terminals, which nearest to the Fair-site by the following dates,

Sea freight in LCL ------ Latest arrival at Xingang Port: May 13, 2015
Sea freight in FCL ------ Latest arrival at Xingang Port: May 23, 2015
Air freight ------ Latest arrival at Tianjin Airport: May 24, 2015
Films, Video Tapes & Publication: 40 working days before exhibition
Any exhibits that arrive after such dates will require urgent processing and clearance. Additional charges incurred will be passed on at cost.

CONSIGNING INSTRUCTION

All exhibits forwarded by air or sea freight should be consigned to:

Tianjin World Economy Trade & Exhibition Center Co., Ltd
No.32 Youyi Road, Hexi District, Tianjin, China
Tel: (8622) 28358882
Fax: (8622) 28357503

And Notify to:

Zhongheng Express (Beijing) International Logistics Co., Ltd.
Room 1010, Qiancun Business Center Anzhen Xili,
Chaoyang District, Beijing 100029, P. R. China
Tel: (8610) 64430847/49
Fax: (8610) 64430846
E-mail: dumi@vip.sina.com
Ctc: Ms. Xu Dong Yun

All consignment must be on a **"FREIGHT PREPAID" basis.**
Any consignments arriving the Terminals on a freight collect basis will be subjected to a 10% service fee for advance payments made on behalf.
Pre-notification of consignments details should be faxed to us at least 48 hours prior to shipments' arrival.

DOCUMENTATION

DOCUMENTS REQUIRED

Seafreight shipments:

	Original	Copies
Bill of Lading	1(one)	2(two)
Commercial Invoice	3(three)	4(four)
Packing list	3(three)	4(four)
Form A	3(three)	4(four)

The above documents should be **AIRMAILED/COURIERED** to us at least 1 week before the arrival of vessel in China.

Airfreight shipment:

	Original	Copies
AWB	1(one)	2(two)
Commercial Invoice	3(three)	4(four)
Packing list	3(three)	4(four)
Form A	3(three)	4(four)

The above documents should be attached to the Airway bill.

Form A INSTRUCTION

The full meaning of Form A is Declaration Form for Temporary Import Exhibits.

Form A should be consigned to yourselves care-of your stand at the exhibition, Full details, such as description of commodity, quantity and unit value in U.S. dollars of CIF terms, as well as dimension, weight and Customs Code No.

Form A must be both in the **ENGLISH** and **CHINESE LANGUAGES.**

STAND LAYOUT PLANS

If you are exhibiting equipment, which requires the use of a forklift, truck or crane to place it in position at the stand, kindly during, build up period. The design of some halls is limited to the use of lifting equipment once stand construction is at the advanced stage.

All drawings should be attached to your List of Exhibits.

PACKING AND PACKING MARKS

The packing of exhibits must be strong enough to protect the exhibits from damage for frequently loading/unloading, repacking and movements by different parties and to be placed outdoors waiting for distribution. Exhibits to be packed in carton are not considered suitable for exhibition Goods transportation.

Any damage claims will not be accepted to the carton package.

All packing must be clearly marked on at least 3 sides as the attached, PACKING MARK.

ANIMAL AND PLANT QUARANTINE

In accordance with the stipulations of Import & Export Animal and Plant Quarantine Regulation of P. R. of China, any animal, plant or their products as cartons and wooden cases to be imported for exhibition purpose must be subjected to animal and plant quarantine inspection at the Entry Terminals or exhibition site. Exhibitors are requested to provide concerned Fumigation Certificate to **Zhongheng' s Office** before the Inspection.

HAND-CARRIED EXHIBITS

Exhibitors with small items of exhibits can hand-carry them to show, they should then declare to Custom at the airport that their hand-carried items are for exhibition purpose.

If the hand-carried items are detained by Customs at the airport, exhibitors should hand over the Detention Receipt and List of Exhibit (duly filled) to our staff at the fairground to arrange pick up of the goods from the airport. Exhibitors arriving late with hand-carried exhibits should be prepared that the Customs formalities and pick up procedures may take two working days.

Exhibitors should also be prepared to encounter problems when they intend to hand-carry exhibits out of the exhibition halls since the Customs prefer these exhibits to be returned as a shipment.

If Customs at the airport allow exhibitors to take the hand-carried items to the exhibition center, exhibitors should bring such exhibits to the fairground and register the same with the organizer's Chinese counterpart. Exhibitors with exhibits borrowed from local organizations should also register details of the brought-in items with organizer's Chinese counterpart. Without proper registration, exhibitors may have problems taking such exhibits out of the hall after the show.

RESTRICTED ITEMS

Certain items such as arms and explosives, fireworks, military equipment, telecommunication equipment and toy gun/arms are subjected to government approval. Therefore please check with us before shipment.
Import and Export of medicine and other related medical equipment are subject to government approval. All laboratory charges would be billed at cost. Any disposal on site is also subject to government approval and charges would be billed at cost.

ATA CARNET

ATA CARNETS are accepted in China and exhibitors from member countries with this document can display goods irrespective of their customs status without a customs permit. However goods indicated in the Carnet must be re-exported after the show, you are therefore reminded not to include goods which are NOT to be re-exported in the Carnet.
But the exhibitors to China are not encouraged to use **ATA CARNET** which makes the matters complicated here sometime.

CUSTOMS CLEARANCE

Customs Clearance will be effected stringently according to the ´Declaration Form for Temporary Import Exhibits´. To expedite Customs clearance requested to prepare and complete in both English and Chinese separately the form for:

a. Exhibition Goods
b. Decoration, stand-building materials, posters, photographs
c. Public relations materials, give-always
d. Food and beverages, alcohol, tobacco
e. Brochures, catalogues and other printing materials
f. Office equipment's and stationery
g. Movies, films, slides, recorders, tapes & videotapes, Dics etc.

Remark:
Customs Inspection and On Duties
According to Chinese Customs Regulation, all advertising literature, brochures, catalogues, posters, videotapes, tape-records, movie film, disc, souvenirs and other publicity materials will be allowed for display at the Exhibition only after PRIOR CENSORSHIP done by Customs Officers. Samples of the A.M. materials must be handed over to **Zhongheng'** Staff on-site for such purpose. Before distribution Exhibitors have to pay duties on souvenirs and brochures, such as: calculators, electronic watches, transistors, tape recorders, alarm clock, disc, electric shavers, mini cameras as toys etc. As well as any kinds of give-aways and printing materials.

PAYMENT TERMS

Companies using Zhongheng Express (Beijing) International Logistics Co., Ltd. or its appointed agents will be invoiced by them for all services.

All exhibitors other than our representative offices or agents are advised that we must receive full payment prior to the close of exhibition.

TERMS AND CONDITIONS

All works and services undertaken by Zhongheng Express (Beijing) International Logistics Co., Ltd. are subjected to Zhongheng Express (Beijing) International Logistics Co., Ltd's business terms and conditions of trading business, a copy of which is available upon request.

WISHING YOU EVERY SUCCESS IN THE EXHIBITION

Packing Mark

C/O: CIEPEC 2015

Exhibitor : _____

Booth No. : _____ **Case No. :** _____

Gross WT. : _____ **Net WT. :** _____

Dimension : **L** _____ **W** _____ **H** _____

Destination :

BJ • China International Exhibition Center

Lifting points and center of gravity should be clearly indicated onto the packing surface.

Agents List

澳大利亚 Australia	**RL Felton & Associates Pty. Ltd** 124 Cathedral Street Woolloomooloo NSW 2011 Box R 223 Royal Exchange Sydney 2000 Australia	Contact : Ms Sigal Cohen Tel : 61-29356-2300 Fax : 61-29358-5096 MB : 61 403 030 353 E-mail : sigal@felton.com.au
意大利 Italy	**OTIM Beijing Office** Rm 1020 Hanwei Plaza, #7 Guanghua Road, Chaoyang Dictrict, Beijing 100004 China	Contact : Mr. Enzo Ragazzi Tel : 39-02-69912-204 Fax : 39-02-69912-231 E-mail : otimfairs@tin.it
意大利 Italy	**OTIM SPA MILANO** Via Porro Lambertenghi, 9 20159 Milano-Italy	Contact : Gian Luca Zonca Tel : 39-02-69912-250 Fax : 39-02-69912-231 E-mail : gianluca.zonca@otim.it
西班牙 Spain	**Transferex, S.A.** General Moscardo, 32 28020 Madrid / Espana N.I.F.A-28587707	Contact : Elisa Dominguez Tel : 34-91-554-1202 Fax : 34-91-533-0706 E-mail : elisa@transferex.com
瑞　典 Sweden	**ICM Stadsbuden AB** P.O.Box 8346 S-163 08 Spanga (Stockholm) Sweden	Contact : Jens Ostergaard Tel : 46-8-445-7071 Direct tel : 46-8-445-7071 Fax : 46-8-795-75-30 E-mail : jens.ostergaard@skandfrakt.se
阿拉伯 UAE	**Freightworks** P O Box 5514 Dubai, UAE	Contact : Mr. Irshad Khan Tel : 9717-204-4460 Fax : 9714-204-4469 E-mail : irshad.khan@freightworkds.com
美　国 USA	**Worldwide Exhibition Services, Inc.** 927 Clarence Ave., Bronx, NY 10465 USA	Contact : Hugo E. Morales Tel : 718-823-8100 Fax : 718-823-8118 E-mail : wesusa@aol.com

奥地利 Austia	**Poseidon Speditions GesmbH** Fair and Event Transport Department A-1030 Wien, Litfass Str. 8 Vienna Austria	Contact : Robert Kokoschik Tel : 43-1-79-80-351 Fax : 43-1-79-83-705 Mobile no. : 43-664-41 35 474 E-mail : robert.kokoschik@poseidon.at
南 非 South Africa	**Fairs-Link International (Pty) Ltd** Gallagher House, Gallagher Estate 19 Richards Drive Midrand 1685 South Africa	Contact : Mr. Alan Harris Tel : 27-11-315-1964 Fax : 27-11-315-1920 E-mail : alan@fairs-link.co.za E-mail : lizelle@fairs-link.co.za
新加坡 Singapore	**H-XPO Germaxco Int'l Pte Ltd** 48, Toh Guan Road East #06-124, Enterprise Hub Singapore - 608586	Contact : Mohamed Rashid Tel : 65-6276-8558 Fax : 65-6276-5885 E-mail : mohd.rashid@hxpointl.com.sg
日 本 Japan	**JAgility** Segi Bldg 4F, 7-1 Iwamoto-cho 1-chome, Chiyoda-ku, Tokyo 101-0032 Japan	Contact : Hitomi Tamura Tel : 81-3-5821-4617 Fax : 81-3-5821-4610 E-mail : HTamura@agilitylogistics.com
日 本 Japan	**Blueline Co., Ltd** 3rd Floor, Saga-cho MD Building, 1-18-8 Saga, Koto-ku, Tokyo 135-0031 Japan	Contact : Toshi Sasahara Tel : 81-3-5646-4775 Fax : 81-3-5646-4776 E-mail : tsasahara@BLUE-LINE.JP
德 国 Germany	**PRO Messe-Service GmbH** Deutzring 5 86405 Meitingen Germany	Contact : Marting Zerle Tel : 49-08271-8014-0 DW-42 Fax : 49-08271-8014-90-91 E-mail : pro-messe@t-online.de
韩 国 Korea	**Sunjin Shipping & Air Cargo Co., Ltd.** #44-1, Chonho-Dong, Kangdong-Gu, Seoul, Korea(134-021)	Contact : Mr. Chris Kang Te : 82-2-2225-9552 Fax : 82-2-2225-9699 E-mail : expo@sunjinsa.co.kr
台 湾 Taiwan	**Panda International Transportation Co., Ltd.** 5F., No. 209, Sec 3., Civic Blvd., Taipei, Taiwan 10492 (R.O.C.)	Contact : Carol Wu / Jeannifer Huang Tel : 886-2-2772-0999 ext.6561 886-2-2772-0999 ext.6565 Fax : 886-2-2771-9968 E-mail : carol.wu@pandalog.com jeannifer.huang@pandalog.com

香 港 Hong Kong	**BEX Logistics Company Limited** Room 2106, Win Plaza, 9 Sheung Hei Street, Sanpokong, Kowloon, Hong Kong	Contact : Gordon Lam Tel : 852-2836-5282 Fax : 852-2836-5383 E-mail : gordon@bexlog.com.hk
捷 克 Czech	**CENTRUMSPED PRAHA, spol. s r. o.** VYSTAVISTE 648 41 BRNO Czech Repubic	Contact : Karel Samsula Tel : 420-5-4333-0516 Fax : 420-5-4333-0518 E-mail : samsula@centrumsped-praha.cz
越 南 Vietnam	**M&P Logistics Co. Ltd.** 04th Floor, 69 Ba Trieu Street Hanoi, Vietnam	Contact : Tran Tuan Anh Tel : 84-4-943-3238/943-3290 Fax : 84-4-943-3239 E-mail : mpi.hanoi@hn.vnn.vn
芬 兰 Finland	**SCHENKER OY** Oljytie 10(P.O. Box 76) 01530 Vantaa (Helsinki Airport)	Contact : Mr. Heikki Mattola Tel : 358-(10)-520 00 Fax : 358-(10)-520 4230
英 国 England	**GBH Exhibition Forwarding Ltd.** 10 Orgreave Drive, Handsworth, Sheffield, England, S13 9NR	Contact : Andy Blockley Tel : 44-(0)114 269 0641 Fax : 44-(0)114 269 3624 E-mail : andy@gbhforwarding.com

暂准进口展览品报关清单
DECLARATION FORM FOR TEMPORARY IMPORT EXHIBITS

FORM A

展览会名称： Name of Exhibition:	CIEPEC 2015	日期： Duration:	9-12th June, 2015	地点： Venue:	CIEC
参展公司: Exhibitor:	国别 / 地区 Country / Region	展馆 / 展台号 Hall / Booth No.	运单号 B/L No.		总件数 TIL PCS
箱号 Case No.	毛重（公斤） G/wt. (kg)	净重（公斤） N/wt. (kg)	原产地 Original	长 宽 高 （厘米） 立方米 L W H （cm） CBM	集装箱号CONTR No.

序号 No.	商品代号 H. S. No	展品内容规格型号（英文） Description of Contents in English	展品内容规格型号（中文） Description of Contents in Chinese	单位 Unit	数量 Quantity	单价（USD） U. Price	总价（USD） Total	展品处理方式 Disposal of exhibits

制单人（签字）： Signature:	处理方式Disposal: A-临时进口Temporary Import. B-已售Sold. C-消耗/赠送Giveaway/Donated. D-放弃Abandoned.	总价值合计 CIF Total	

Fair Forwarding Tariff in CN Valid to the End of 2015

Pos.	Inbound Movement from Entry Terminals to Customs Bonded Warehouse		EUR		EUR
1	by seafreight	per 1cbm or 300kg	50.00	min.2cbm or 600kg per shipment	100.00
2	by landfreight	per 1cbm or 300kg	35.00	min.2cbm or 600kg per shipment	70.00
3	by airfreight	per kilogram	0.65	min 100kg per shipment	65.00
4	for moveable vehicles	min.70% off the above tariff		min.per shipment	500.00

Pos.	Transit Handling from Customs Bonded Warehouse to the Fairground		EUR		EUR
5	by seafreight/ landfreight	per 1cbm or 300kg	35.00	min.2cbm or 600kg per shipment	70.00
6	by airfreight	per kilogram	0.35	min.100kg per shipment	35.00
7	for moveable vehicles	min.70% off the above tariff		min.Per shipment	300.00

Pos.	On-site Handling from fairground upto the booths		EUR		EUR
8	by seafreight/ landfreight	per 1cbm or 300kg	50.00	min.2cbm or 600kg per shipment	100.00
9	by airfreight	per kilogram	0.50	min 100kg per shipment	50.00
10	for moveable vehicles	min.70% off the above tariff		min.per shipment	500.00

Pos.	Basic Service & Comprehensive Service		EUR		EUR
11	Customs Clearance and Inspection Fees	per Declaration Form	15.00	min.Per shipment	90.00
12	Animal & Plant Quarantine Management for carton/ wooden case/pallet	per 1 piece	6.00	min.Per shipment	15.00
13	Storage of exhibition goods starting from the second day of arrival and the second day of show closed	by sea per 1 cbm per day	1.50	min.7 daysPer shipment	20.00
		by air per kilogram per day	0.04	min.7 daysPer shipment	20.00
14	Storage of containers, 7days free of charges after arrival	per 1x40'	50.00	min.1x40' per day	50.00
		per 1x20'	30.00	min.1x20' per day	30.00
15	Storage of packing materials during the fair period	per 1 cbm or 100kg per day	1.50	min.Per shipment	20.00
16	Documentation fees	per Form/Paper	5.00	min.Per shipment	60.00
17	Closing Customs Clearance for consumed goods	at the CIF Value	17%	min.Per shipment	60.00
18	Exhibition Center Administration Fee	by sea per 1 cbm	5.50	min.Per shipment	10.00
		by air per kilogram	0.15	min.Per shipment	10.00

Pos.	Optional Services (where application and occurrence)			EUR			EUR
19	Labors		per hour	8.00			
20	Folklifts with capacity upto	3 tons	per hour	20.00			
		5 tons	per hour	25.00			
		8 tons	per hour	30.00			
21	Cranes with capacity upto	8 tons	per hour	40.00			
		15 tons	per hour	45.00			
		over 15 tons	per hour	to be advised			
22	Other technical equipments as required			to be advised			
23	Insurance based on general exhibition goods only		at the CIF Value	5‰	min. Per shpt.		30.00
24	THC			be reimbursed for what occurred			
25	Detention fee for sea containers fm the arrival date		1~10 / 11~20	21~40	upto 41 days		
	per 1x20' ctnr		free / EUR 6.00 /day	EUR 10.00 /day	EUR 20.00 /day		
	per 1x40' ctnr		free / EUR 10.00 /day	EUR 20.00 /day	EUR 40.00 /day		
	per other ctnrs		to be advised				

Pos.	Surcharges-add to positions where occurrence		1~3	4	5	6	7	8~9	10	11	14	16~18	21	
26	Dangerous exhibits		30%		30%	30%		30%		150%	10%	50%	100%	
27	Uper floors	above first floors	20%	40%	20%	20%	40%	20%	40%					
28	Earlier arrival	before deadlines								50%	10%	20%	20%	
29	Later arrival	after deadlines	30%	30%	30%	30%	30%	30%	30%	50%	30%	50%		
30	Overtime working	after 17: 00 hours	50%	30%	50%	50%	30%	30%	30%	100%	50%	100%		
31	Holidays working	Sat.Sun and State holidays	50%	50%	50%	50%	50%	50%	50%	100%	50%	100%		
32	Heavy items	Over 3 tons	10%		10%	10%		10%						
		Over 8 tons	to be advised											
33	Bulky items	Over 6 m×2.35 m×2.40 m	to be advised											
34	Acceptable special requirement for exhibits handling		to be advised											

Pos.	Outbound movement, as well as the exhibits to be sold or transferred to other shows venue
35	Charges according to Tariff Positions 1,2,3,4,5,6,7,8,9,10,11,12,15,20,23,27,28,29,30,31 and 35 where occurrence

Pos.	Duties and Taxes for permanent Imported exhibits, as well as the consumed items
36	To be advised or reimbursed the amount actually according to China Customs Authorities

Pos.	Container Movement
37	1 x 20' container, min. 23cbm / 1 x 40' container min. 46cbm
38	Return empty container to local CFS or getting a new one fm the CFS: EUR 300 / 1 x 20' container / EUR450 / 1 x 40' container

Remark: 1. The above TARIFF exclude destination air/sea freight charges, overtime storage in Entry Terminals, warehouse and container demurrage.

2. All Inbound handling charges must be prepaid at least 5 days prior to the Show opening. A 2.5% outlay commission will be added for the unpaid settlement.

3. Exhibits arrival at Entry Terminals nearest to the Exhibition Venue by air/sea should be 7/10 working days prior to the Exhibition Opening.